

MONROE CITY PLANNING COMMISSION
OCTOBER 20, 2015
MINUTES

1. The regular meeting of the Monroe City Planning Commission was called to order at 7:30 p.m. by Chairman Stewart. Prayer was offered by Commissioner Roberts.

Present:

Chairman – Leon Stewart

Commissioners:

Justin Peterson

Bart Lee

Joyce Barnson

Paula Roberts

Deputy Recorder – Allison Leavitt

Citizens:

Dave Coe

Becky Christiansen

Vearl Christiansen

Chairman Stewart excused Council Member Washburn from tonight's meeting.

Commissioner Barnson moved to approve minutes from the September 15, 2015, meeting with grammar corrections. Commissioner Lee seconded. All were in favor. Motion carried.

*Page 2 – change "Stevenett's" to "Stevenetts" – change "was" to "were."

*Page 3 – change "owner's" to "owners" and "Mr. Coleman, this" to "Mr. Coleman. This".

2. Public Hearing – To receive public comments concerning proposed amendments to Section 700 of the Monroe City Land Use Ordinance and Development Code Regulations as it pertains to fences in all zones.

Chairman Stewart declared the public hearing in session at 7:35 p.m. Chairman Stewart explained the new fence ordinance to those citizens in attendance. Safety is the main concern the commission wanted to attain with the amendment. Enforcement was discussed among those in attendance, and it was determined that a fence requires a building permit, which should take care of enforcement issues.

The Public Hearing adjourned back to the regular Planning Commission meeting at 7:49 p.m.

Monroe City Planning Commission

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3. Recommend Approval to City Council of amendments to Section 700 of the Monroe City Land Use Ordinance and Development Code Regulations as it pertains to fences in all zones.

Commissioner Lee moved to recommend amendments to Section 700 of the Monroe City Land Use Ordinance and Development Code Regulations as it pertains to fences in all zones for approval from the City Council. Commissioner Roberts seconded. Vote was as follows

Commissioner Peterson	Yes
Commissioner Lee	Yes
Commissioner Roberts	Yes
Commissioner Barnson	Yes

Vote was unanimous. Motion Carried

4. Vearl and Becky Christiansen – Request permission to construct a fourplex on their property located at approximately 941 S Jones Road.

Mrs. Christiansen explained that construction of a duplex has begun on the north lot of her recent single-lot split. She asked the commission to consider the construction of a fourplex on the south lot. This lot is ½ acre, and current setbacks would be met. The commission reviewed the ordinance pertaining to multiple-family living units, which states that the minimum land site for multiple-family units (duplex) contained in one structure shall require ½ acre or 21,780 square feet. There is nothing in the ordinance that directly refers to anything other than a duplex. After some discussion the commission felt that constructing a multiple-unit of four living units would require at least 1 acre or 43,560 square feet to comply with the current ordinance.

Chairman Stewart explained to the Christiansens that at this time the Commission could not recommend approval of constructing a fourplex on their property located at 941 S Jones Road because the lot does not meet the minimum land site acreage requirement.

Mrs. Christiansen asked whether the Commission felt they could recommend approval if she were able to locate a lot which met the minimum land site requirement. The Commission stated they could not commit to this. The Commission was concerned about the clarity of the land site requirement and zoning and whether this would be considered a planned-unit development.

It was decided that the Commission would review the current ordinance for more clarity in respect to land site requirements for multiple-family units, and informed the Christiansens that if they wanted to pursue building a multiple-family living unit with four units, they would need at least an acre land site and that the Commission would begin reviewing other regulations. The Christiansens thanked the Commission for their time.

5. Dave and Leisa Coe – Request permission to change existing property lines.

Mr. Coe explained to the Commission that he does not have good access to his rear property. He approached the owner of the neighboring property, Mr. Hermansen, about purchasing his property, but Mr. Hermansen stated that he was not interested in selling his lot. He offered a property exchange with Mr. Coe, which would square up his property and allow better access to both properties.

Mr. Coe provided to the Commission a plat map of the two properties with the changes outlined. The Commission was concerned that Mr. Hermansen's lot is a grandfathered non-conforming lot which does not meet the current 14,000 square foot requirement. The exchange of property Mr. Coe presented would reduce the square footage of Mr. Hermansen's lot.

The Commission requested that Mr. Coe revise his property exchange so that the square footage of Mr. Hermansen's lot would either stay the same or be larger. He was invited to come before the Commission for recommendation of approval if he is able to accomplish this.

Mr. Coe asked the Commission to be placed on the next meeting agenda, since he feels confident he will be able to meet the requirements.

6. Discussion – Land Use Enforcement Policy

Chairman Stewart asked the Commissioners to review our current enforcement policy, research the policies of other cities, and work on rewriting ours.

Commissioner Lee stated he had done some research on the policies of other cities. One idea he liked was attaching an administrative cost each time a letter is sent to violators of our ordinance. He feels this is a fee that could be collected and that it would get the citizen's attention. With our current policy, we usually get no response to letters sent. Commissioner Lee would like this fine attached to the residence's utility bill, which if they did not pay would be grounds for disconnecting the power to that residence. If the Commission goes in this direction, we would have to verify whether this would be legal with our City Attorney.

Chairman Stewart asked Allison to request copies of enforcement policies from other cities and forward them to the Commission members.

He also asked that she contact the Office of the Ombudsman to request a training session for the Commission and Council. The Commission would like this training to be sooner rather than later.

The Commission would like to continue discussion at next meeting on the following:

Area requirements regarding multiple-family living units

Side yard requirements

Training

Enforcement Policy

7. Adjournment

Commissioner Barnson moved to adjourn meeting of the Monroe City Planning Commission at 8:45 p.m. Commissioner Peterson seconded. All were in favor. Motion carried.